

THE INDIANA DRIVER LICENSE

CHAPTER A

PURPOSE: An Indiana drivers license is an identification card issued by the Bureau of Motor Vehicles (hereinafter, the BMV) that indicates the extent of a person's privilege to operate a motor vehicle. Law enforcement officers use the license to identify drivers and access driving records. Individuals also use licenses to prove identity, as for instance when writing checks.

A license may be obtained by making an application at any of the local license branches in this state. Check your phone directory for the nearest license branch. This article of the manual explains the eligibility requirements for the various types of licenses issued by the BMV in detail.

CHAPTER B

WHEN A DRIVER LICENSE IS REQUIRED:

1. **General Rule:** To operate a vehicle in this state a person must have a valid Indiana driver license issued by the BMV applicable to the type of vehicle being operated. Driving a motor vehicle in the State of Indiana is a **privilege** and not a right. New residents to Indiana must obtain a license (and register and title all vehicles) within sixty (60) days of moving to this state. For more information concerning vehicle registration and titling requirements see Article V of this manual.
2. **Exceptions:**
 - a. An individual in military service while operating an official vehicle in that service.
 - b. An individual operating certain specialized construction equipment temporarily on a public road.
 - c. An individual who is not a resident of Indiana and who has a current valid license issued by another state and who meets the minimum age requirements for the equivalent type of Indiana drivers license. *Please note: For licensing purposes, you are considered an Indiana resident even if your*

legal residence is in another state if you have lived in Indiana for over half of a calendar year (except college students and active members of the military), are registered to vote in Indiana, or have children in an Indiana school system.

CHAPTER C

APPLICATION/PROOF OF IDENTITY: If you are making an application for an Indiana driver license, permit or identification card, you will be required to provide proof of your identity.

The Bureau of Motor Vehicles has joined many other states in the country in revising its driver license policy to enhance the security of our driver license system. This policy requires more documentation and is intended to minimize the occurrence of identity fraud.

Driver licenses are accepted all over the country as an indicator of a person's identity. It is very important that we protect a person's identity by making our system as secure as possible.

To preserve the integrity of the driver license for identification purposes, the BMV has established guidelines of acceptable forms of proof of identity, which includes name, date of birth, Indiana residency and social security number. Please contact your local license branch for a current acceptable ID list or logon to <http://www.bmvexpress.IN.gov>.

CHAPTER D

LICENSE AND PERMIT TYPES AND EXTENT OF DRIVING PRIVILEGES: The BMV issues a number of different types of drivers licenses. For most people a standard operator license is all they need. There are also special permits issued to individuals who are in the process of learning to drive. The materials in this section detail the various licenses and permits issued by the BMV, the eligibility requirements for each license or permit, and the extent of driving privileges authorized for each license or permit.

1. Driver Education Learner Permit:

- a. **Purpose:** The driver education learner permit is a limited learner permit issued, at the age of 15, for the sole purpose of allowing a student driver to enroll in a BMV-approved driver education course.

- b. **Eligibility:** To obtain a driver education learner permit the applicant must:
- (i) be at least fifteen years of age;
 - (ii) provide proof of identity and date of birth;
 - (iii) show proof of enrollment in a BMV-approved driver education program by surrendering the certificate of driver education provided by the school;
 - (iv) be able to pass the standard vision screening test; and
 - (v) if less than eighteen (18) years of age, have an appropriate family member or other adult sign the financial responsibility agreement portion of the application.
- c. **Extent of Driving Privileges:** The holder of a driver education learner permit may participate in practice driving after having commenced an approved driver education program when accompanied by: (1) a certified driving instructor in the front seat of a car equipped with dual foot controls, or (2) when accompanied by a parent or guardian in the front passenger seat who holds a valid driver license.

Once the holder of a driver education learner permit has successfully completed the driver education program and the permit is validated by the driver education instructor, the holder may participate in practice driving if the seat beside the holder is occupied by a parent, guardian or relative who holds a valid driver license.

2. Validated Learner Permit:

- a. **Purpose:** The validated learner permit allows an individual to practice driving to qualify for an operator license.
- b. **Eligibility:** To obtain a validated learner permit the applicant must:
- (i) be at least sixteen (16) years of age;
 - (ii) provide proof of identity and date of birth;
 - (iii) pass a written roadway knowledge test based on the information contained in this manual;
 - (iv) if less than eighteen (18) years of age, have an appropriate family member or other adult sign the financial responsibility agreement portion of the application.
- c. **Extent of Driving Privileges:** The extent of driving privileges depends upon the age of the holder. If:
- (i) the holder is less than eighteen (18) years of age, the holder may

- practice driving only while the seat beside the holder is occupied by a parent, guardian or relative who holds a valid driver license; or
- (ii) the holder is at least eighteen (18) years of age, the holder may practice driving only while the seat beside the holder is occupied by any individual who holds a valid driver license.

3. Operator License:

- a. **Purpose/Extent of Driving Privileges:** An operator license gives a holder 18 years of age or older full driving privileges to operate most standard vehicles on Indiana roads. Operator licenses for persons under (18) years of age are probationary (See Section 4.) An operator license does not authorize the holder to operate a motorcycle.

In addition, an operator license does not permit driving for hire or driving as an employee if the driver transports or carries property in any vehicle, registered as having a gross vehicle weight rating of sixteen thousand (16,000) pounds or more, or transports people for hire or as an employee.

All states allow Indiana residents to operate under the authority of your Indiana driver license.

- b. **Eligibility:** To be eligible for an operator license the applicant must meet the following requirements:
 - (i) **Minimum Age Requirements:**
 - (A) Sixteen (16) years and thirty (30) days if the applicant has held a valid driver education learner permit for sixty (60) days and has successfully completed a BMV-approved driver education course. Please note: The driver education learner permit must have the completion date, the school stamp or seal, completed grades, hours, and required signature(s).
 - (B) Sixteen (16) years and one hundred eighty (180) days if the applicant has held a valid Indiana learner permit for sixty (60) days.
 - (ii) provide proof of identity and date of birth;
 - (iii) successfully complete a written roadway knowledge test based on the information contained in this manual;
 - (iv) if less than eighteen (18) years of age, have an appropriate family member or other adult sign the financial responsibility agreement portion of the application and

- (v) unless the applicant qualifies for a waiver, successfully pass a roadway skill test with a BMV driver examiner in a vehicle provided by the applicant.

c. **New Residents with a Valid Photo License from another State:** An applicant for a new Indiana operator license who holds a valid photo license issued by another state or District of Columbia must successfully pass a written and vision test but is not required to take a drive test. However, if the out-of-state license is expired over (1) year, the applicant will be required to submit to a vision screening, a written test and drive test. A resident of a foreign country can drive in Indiana on a valid out-of-country license for a maximum period of one (1) year.

4. **Probationary License (IC9-24-11-3):** A license issued to an individual less than eighteen (18) years of age is a probationary license. A probationary license is valid for at least four (4) years from the date the license is issued and may not be renewed. **Note: This law only applies to a probationary licensed driver until they reach their 18th birthday.**

During the ninety (90) days following the issuance of the probationary license, the individual holding the probationary license may not operate a motor vehicle in which there are passengers unless another individual is present in the front seat of the motor vehicle who is at least twenty-one (21) years of age and holds a valid operator license.

The individual holding a probationary license may operate a motor vehicle only if the individual and each occupant of the motor vehicle has a safety belt properly fastened about the occupants' bodies at all times when the motor vehicle is in motion.

An individual who holds a probationary license may receive an operator license, chauffeur license, public passenger chauffeur license, or a commercial driver license when the individual is at least eighteen (18) years of age.

5. **Chauffeur License:**

a. **Purpose/Extent of Driving Privileges:** A chauffeur license grants the same privileges as an operator license. In addition, it also permits the operation of vehicles with a gross vehicle weight rating of at least sixteen thousand (16,000) but not more than twenty- six thousand (26,000) pounds (whether single vehicle or combined gross vehicle weight) when used to transport

property for hire or as an employee. The chauffeur license does not authorize the holder to carry persons for hire, whether in a bus or a taxicab.

b. **Eligibility:** To obtain a chauffeur license for the first time, the applicant must meet the following requirements:

- (i) the applicant must be at least eighteen (18) years of age;
- (ii) the applicant must have at least one (1) year of driving experience as a licensed driver;
- (iii) the applicant must pass a chauffeurs written roadway knowledge test.
Under certain conditions, an operator test may also be required;
- (iv) the applicant must pass the standard vision-screening test.

6. Public Passenger Chauffeur License:

a. **Purpose/Extent of Driving Privileges:** A public passenger chauffeur ("PPC") license grants the privilege to transport persons for hire so long as the vehicle is not designed or used to transport sixteen (16) or more persons, including the driver. The holder of a PPC license may also operate any vehicle legally operated by the holder of an operator license or a chauffeur license. The most common applicants for the use of a PPC license are taxicab and limousine drivers.

b. **Eligibility:** To obtain a public passenger chauffeur license for the first time, the applicant must meet the same requirements as that of an applicant for an operator license plus the following requirements:

- (i) the applicant must be at least twenty-one (21) years of age, unless the applicant is employed by a limousine or taxicab company in which case the applicant need only be eighteen (18) so long as the applicant shows proof of employment by the limousine or taxicab company by way of a letter from the employer on the employer's letterhead;
- (ii) the applicant must have at least one (1) year of driving experience as a licensed driver;
- (iii) the applicant must pass a public passenger chauffeur written roadway knowledge test. Under certain conditions, an operator test may also be required;
- (iv) the applicant must submit a medical examination form (available at all license branches) completed within thirty (30) days of application by a licensed physician indicating that the applicant does not suffer from any mental or physical impairments which would adversely affect his or her

ability to operate a public passenger vehicle. The applicant must submit the original; photocopies will not be accepted. Note: A completed medical examination form is also required at renewals for a PPC, and (v) the applicant must be able to pass the standard vision-screening test. **Note: A written test is not required when an applicant is renewing an Indiana chauffeur or public passenger chauffeur unless the applicant has accumulated six (6) or more points on their driver record since their last application.**

7. Commercial Driver License ("CDL") and CDL Learner Permit:

- a. **Purpose/Extent of Driving Privileges:** A CDL is required to operate a commercial motor vehicle (as defined below). The CDL learner permit allows an individual to learn to operate a commercial motor vehicle. A commercial motor vehicle is defined as one of the following: 1) a vehicle (or combination of vehicles operated together; e.g. a semi tractor-trailer) with a declared gross vehicle weight rating in excess of 26,000 pounds; 2) a vehicle designed or used to transport sixteen (16) or more persons, including the driver; or 3) a vehicle used to transport hazardous materials.
- b. **Eligibility:** In general, requirements for a CDL learner permit and a CDL are much greater than for any other license and are based upon stringent federal motor carrier safety regulations. Therefore, it is highly recommended that anyone interested in applying for a CDL to visit a local license branch and obtain a CDL Manual published by the Department of Revenue Motor Carrier Services for more details. Basic requirements include:
 - (i) minimum age requirements: twenty-one (21) years of age for a holder who transports people, and eighteen (18) years of age for a holder who transports property;
 - (ii) minimum driving experience: one (1) year as a licensed driver;
 - (iii) detailed written knowledge tests appropriate to the type of CDL to be obtained;
 - (iv) intensive skills testing; and
 - (v) a detailed physical examination to determine fitness based on Federal Motor Carrier safety regulations.

IMPORTANT: IF YOU WILL BE OPERATING ANY SELF-PROPELLED OR TOWED VEHICLE THAT HAS A GROSS VEHICLE RATING OR GROSS COMBINATION VEHICLE RATING OF 10,000 OR MORE POUNDS USED

**ON PUBLIC HIGHWAYS TO TRANSPORT PASSENGERS OR PROPERTY
PLEASE READ THE COMMERCIAL DRIVER LICENSE MANUAL.**

- 8. Motorcycle Operator Learner Permit, License or Endorsement:** To operate a motorcycle legally in Indiana, residents must possess either a motorcycle learner permit, a motorcycle operator license or a motorcycle endorsement on their driver license. This section explains how these permits, licenses and endorsements may be obtained. More detailed information concerning the safe and legal operation of a motorcycle can be found in the Motorcycle Operator manual available at your local license branch.
- a. Temporary Motorcycle Learner Permit:**
- (i) Purpose: The temporary motorcycle learner permit allows a student driver to enroll in a motorcycle driver education course.
 - (ii) Eligibility: To obtain a temporary motorcycle learner permit the applicant must:
 - (A) be at least fifteen (15) years of age;
 - (B) provide proof of identity and date of birth
 - (C) show proof of enrollment in a motorcycle driver education program by surrendering the proof of enrollment form;
 - (D) be able to pass the standard vision screening test; and
 - (E) if less than eighteen (18) years of age, have an appropriate family member or other adult sign the financial responsibility agreement portion of the application.
 - (iii) Extent of Driving Privileges: The holder of a temporary motorcycle learner permit may only operate a motorcycle while participating in a motorcycle driver education class under the supervision of a certified driver instructor until completion of the course. Once the course is completed, the holder must be under the supervision of a licensed motorcycle operator who is at least 18 years of age. The holder must wear an approved helmet, may only operate a motorcycle between sunrise and sunset, and cannot carry any passengers.
- b. Validated Motorcycle Learner Permit:**
- (i) Purpose: The validated motorcycle learner permit allows an individual to practice operating a motorcycle to qualify for a motorcycle endorsement to an operator license.
 - (ii) Eligibility: To obtain a validated motorcycle learner permit the applicant must:

- (A) hold a valid Indiana driver license or have satisfactorily completed an approved motorcycle rider education course;
 - (B) provide proof of identity and date of birth
 - (C) pass a written roadway knowledge test based on the information contained in the motorcycle operator manual;
 - (D) if less than eighteen (18) years of age, have an appropriate family member or other adult sign the financial responsibility agreement portion of the application.
- (iii) **Extent of Driving Privileges:** The holder of a validated motorcycle learner permit must wear a helmet meeting federal safety standards, may only operate a motorcycle between sunrise and sunset, and may not carry passengers.

c. Motorcycle Operator License or Endorsement:

- (i) **Purpose:** A motorcycle operator license or a motorcycle endorsement to a driver license shows that the holder is licensed to operate a motorcycle. To be eligible for a motorcycle operator license, you must show proof of completion of a motorcycle rider education course. The license and endorsement grant the same motorcycle operating privileges.
- (ii) **Eligibility:** To be eligible for a motorcycle operator license or motorcycle endorsement to an existing driver license the applicant must meet the following requirements:
 - (A) be at least sixteen (16) years and thirty (30) days of age;
 - (B) provide proof of identity and date of birth;
 - (C) be able to pass the standard vision screening test;
 - (D) hold a valid motorcycle learner permit for at least thirty (30) days, have successfully completed a BMV skills test or approved motorcycle rider education course, and successfully passed a written test;
 - (E) if less than eighteen (18) years of age, have an appropriate family member or other adult sign the financial responsibility agreement portion of the application.

If the applicant currently holds a valid motorcycle license or endorsement issued by another state, the motorcycle skills test will not be required.

Please contact your local license branch for information regarding motorcycle skills testing.

8. Other Vehicles or Watercraft Requiring the Operator to Hold a Driver License or BMV-Issued Identification Card:

a. Motorboats: Indiana law now requires the operator of any motorboat with an engine with more than ten (10) horsepower to carry a valid driver license; in some instances the operator may hold, in lieu of a driver license, a BMV-issued identification card. Below are the eligibility requirements:

- (i) Less than fifteen (15) years of age: A person less than fifteen (15) years old cannot legally operate a motorboat with more than ten (10) horsepower in Indiana.
- (ii) Fifteen (15) to twenty-one (21) years of age: A person less than twenty-one but at least fifteen years of age can legally operate a motorboat if: a) he or she holds a valid driver license, or b) persons who do not hold a driver license can legally operate a motorboat only if they hold a BMV-issued identification card and only if they have completed a boating education course approved by the Indiana Department of Natural Resources. You may wish to contact the Department of Natural Resources at (317) 232-4010 for more information concerning boating education courses.
- (iii) At least twenty-one (21) years of age: A person at least twenty-one (21) years of age can legally operate a motorboat with a valid driver license or BMV-issued identification card. Please note, however, that if your driver license is suspended you may not legally operate a motorboat by obtaining a BMV-issued identification card.

b. Motorized Bicycles: A motorized bicycle, commonly known as a “moped,” is distinguished under Indiana law by having no more than two (2) horsepower, a cylinder capacity not exceeding fifty (50) cubic centimeters, and an automatic transmission. Such a vehicle is not considered a “motor vehicle.” Vehicles with engines exceeding these limits are motorcycles and a person must meet the licensing requirements to operate such a vehicle legally. A manufacturer’s certificate of origin or a certificate of title, if any, to the vehicle will indicate whether such vehicle is a motorized bicycle or a motorcycle. The following requirements apply to the operator of a motorized bicycle:

- (i) Minimum Age: An operator of a motorized bicycle must be at least fifteen (15) years of age.
- (ii) Driver License or BMV-Issued Identification Card: An operator of a motorized bicycle must have a valid driver license or have a current

BMV-issued identification card in his or her possession.

- (iii) Operation Restrictions: A motorized bicycle may not be operated on an interstate highway or at a speed in excess of twenty-five (25) miles per hour.

CHAPTER E

DEMONSTRATING LICENSE ELIGIBILITY: TESTING PROCESS:

1. **Special Requirement for Drivers Under Eighteen (18):** Assumption of Financial Responsibility By Parent, Guardian or Other Adult (IC 9-24-9-3,4 and 5):
 - a. **Purpose:** Indiana law requires an individual under eighteen (18) years of age who applies for any permit or license to have the Financial Responsibility Affidavit portion of the license application signed under penalty of perjury by an appropriate adult, usually a parent or guardian.
 - b. **Liability Assumed:** A person who signs the Financial Responsibility Affidavit assumes all legal obligations for injury or damage caused by the operation of a motor vehicle by the minor applicant until the person is eighteen (18) years of age.
 - c. **Who May Sign According to I.C. 9-24-9-3:** The application of an individual less than eighteen (18) years of age for a permit or license under this chapter must be signed and sworn to or affirmed by one (1) of the following:
 1. The parent having custody of the minor applicant.
 2. The guardian having custody of the minor applicant.
 3. If neither parent is living in Indiana and the applicant has no guardian, the person having custody or an employer of the minor applicant.
 4. If there is no parent, guardian, or employer, any other responsible individual who is willing to assume the obligations imposed by the provisions of the chapter.
 5. An individual under the age of eighteen (18) years of age, who is emancipated, must provide proof of financial responsibility and a copy of a court order declaring them emancipated.
 - d. **Identity:** The individual assuming financial responsibility must show proof of identity and date of birth.

- e. **Termination of Financial Responsibility:** Assumption of financial responsibility can be terminated in three ways:
- (i) The minor turns eighteen (18) years of age;
 - (ii) The death of the person who signed the affidavit in which case the minor must obtain the signature of another qualified person; or
 - (iii) The person who assumed financial responsibility submits by mail an affidavit, available at all license branches, revoking assumption of financial responsibility addressed to: Bureau of Motor Vehicles, Driver Services, Room N405, Indiana Government Center North, 100 North Senate Avenue, Indianapolis, Indiana 46204.
2. **Vision Screening Requirements:** All applicants for a license or permit are required to satisfy the minimum vision standards established by the Bureau. This is true even if the applicant is renewing an existing license.
3. **Written Examinations:**
- a. **When Required:**
- (i) Applicants for a validated learner permit: a written examination is required when the applicant is applying for a validated learner permit and/or
 - (ii) First-time license applicants: a written examination must be successfully completed when a person first applies for each particular driver license type (i.e., operator, chauffeur, or public passenger chauffeur license) and/or;
 - (iii) If an Indiana license is expired for two (2) years or more.
- b. **Contents of the Written Examination:**
- Written examinations are based on information contained in this manual, especially the “rules of the road” portion of this manual. Passage of the written examination demonstrates basic understanding of Indiana traffic laws and safe driving techniques.
- Written examinations consist of a test having multiple choice questions. If you fail to pass a test, you must wait twenty-four (24) hours before you may take the test again. **An applicant can not take the road test until he or she successfully passes the written test.**

Please see the back of this manual to review sample questions.

All applicants must be able to understand highway signs and markers as they are displayed on Indiana roads and highways, in the English language.

- c. **Written Knowledge Examination for CDL holders:** The written knowledge examinations for a CDL are considerably different in type and substance than the other written examinations. Please refer to the Commercial Driver License Manual for more information concerning written examinations required for a CDL.

4. The Drive Test:

- a. **When Required:** The following applicants for an Indiana operator license must take a roadway test of the person's ability to operate a vehicle safely conducted by a BMV driver examiner:
 - (i) Persons holding an Indiana learner permit unless the person qualifies for the driver education drive test waiver described in subsection b. below;
 - (ii) New Indiana residents who hold an out-of-state license which has been expired for more than one (1) year;
 - (iii) New Indiana residents who hold an out-of-country license;
 - (iv) Indiana residents whose driver license has been expired for three (3) or more years; or
 - (v) As required by BMV.
- b. **The Driver Education Drive Test Waiver:**
 - (i) The BMV shall waive the road test requirement for a person who has passed a driver education class and a road test given by a commercial driver school or high school driver education program, if such school or program participates in the Bureau's waiver program as described in 140 IAC 4-4-89. The individual must still complete an application and qualify for an operator license and successfully complete the vision screening and written tests.
 - (ii) **Loss of the Waiver Privilege:** The waiver is not available if the driver education learner permit expires (i.e. more than a year has passed) prior to the application for an operator license; or the applicant fails to pass the written or electronic test.
 - (A) the applicant has a grade in classroom or driving instruction of B- or below indicated on the driver education learner permit.

- c. **Drive Test Scheduling:** To serve new drivers efficiently, driver examiners perform drive tests on an appointment-only basis. Therefore, it is important that new applicants for an operator license call the license branch they intend to visit at least ten (10) to fourteen (14) days in advance to set up an appointment. Please note: BMV driver examiners cannot administer drive tests when weather conditions are hazardous.
- d. **Requirements Before the Drive Test:** Upon successful completion of the the vision and written knowledge tests, the Driver Examiner will administer the drive test providing that the following conditions are met:
- (i) The applicant must provide a vehicle;
 - (ii) The vehicle must be legally equipped, and in safe and clean condition;
 - (iii) The vehicle provided is properly registered; and
 - (iv) The applicant must be able to demonstrate to the driver examiner that he or she is able to understand highway warnings or direction signs in the English language (9-24-2-34).
 - (v) Present a written test affidavit;
 - (vi) Applicant's driver status must be "valid."
- e. **General Components of the Drive Test:** BMV driver examiners use a standardized form to evaluate an applicant's ability to operate a vehicle safely. After inspecting the vehicle and ensuring that it can be safely and legally operated, the examiner will accompany the applicant in the front passenger seat. **Only the applicant and the examiner and an examiner supervisor or trainer will be allowed in the car.** The following list has some of the actions that result in failure of the drive test:
- (i) Speeding
 - (ii) Failure to obey road signs or traffic laws
 - (iii) School Zone rules
 - (iv) Failure to stop for school buses with the stop arm extended
 - (v) Straddles marked lanes
 - (vi) Too close to pedestrians, bicycles or vehicles
 - (vii) Left of center
 - (viii) Failure to pullover for emergency vehicles
 - (ix) Runs off roadway
 - (x) Backs over curb when parallel parking
 - (xi) Having an accident or making contact with another vehicle
 - (xii) Fails to react to hazardous driving conditions
 - (xiii) Fails to yield right of way

- (xiv) Showing that driving ability does not meet requirements
- (xv) Failure to follow instructions
- (xvi) Accumulation of eleven (11) points

Applicants failing the drive test must wait fourteen (14) days before another drive test may be administered.

5. Restrictions on the Driver License:

- a. **Purpose/Summary:** In many instances restrictions may be placed on a driver license. These restrictions allow persons to operate a vehicle but only under conditions that ensure safety to the driver and to the public. The most common restriction is restriction “A”, which requires the driver to wear glasses or contact lenses when operating a vehicle. Restrictions appear in the lower left-hand corner of the data portion of the driver license and are described on the back of the license. If you have any questions pertaining to a restriction on your license, please contact your local license branch.

CHAPTER F

IDENTIFICATION CARDS FOR NON-DRIVERS:

Availability: The BMV offers identification cards for Indiana residents who are non-drivers. The identification card looks similar to a standard driver license except that it is clearly marked as a non-driver identification card at the top of the document. To obtain a non-driver identification card, the applicant must meet the requirements for proof of identity and date of birth. Persons any age may obtain a non-driver identification card.

CHAPTER G

LICENSE RENEWALS AND AMENDMENTS, DUPLICATE LICENSES AND THE IMPORTANCE OF NOTIFYING THE BMV OF ADDRESS CHANGES:

1. **License Renewal:** A person may renew his or her driver license at any license branch during the six (6) month period prior to the expiration of the license. If your license has expired please refer to the proof of identity requirements to determine whether the expired license alone will satisfy as proof of identity. All applicants for renewal of a license must pass the vision-screening test. There are no other eligibility requirements except as follows:
 - a. If a person renewing an operator license has not reached twenty-one (21) years of age, or has accumulated six (6) or more active “points” on his or

her driving record he or she must take the standard written examination for an operator license.

- b. Individuals age seventy-five (75) years and older must renew their driver license every three (3) years.
- c. Individuals who have a “4” restriction on their license that indicates the need to use special driving controls or who have a disability that requires special driving techniques, are required to see a BMV driver examiner to see if their condition has changed since they last obtained a license. The BMV driver examiner determines if the existing restrictions on the license are adequate.

2. License Amendments and the Importance of Updating Your Mailing Address with the BMV:

A person may obtain an amended driver license from any license branch in the state.

- a. **Name Changes:** A person may obtain a name change on his or her license by filling out an affidavit available at the license branch if eighteen (18) years of age or older, or if emancipated (the person must show court order of emancipation), or by presenting an original or certified copy of a marriage license, divorce decree or court order indicating the new name to be used.
- b. **Address Changes: IMPORTANT:** Pursuant to IC 9-24-13-4, driver license holders are required to immediately notify BMV of an address change. **Avoid license suspension by complying with this requirement!** To amend your driver license so that your new address will be on your driver license document, you must go into the license branch and physically change your and pay the required fee.
- c. **Duplicate Licenses:** If your license is lost or stolen, an individual may obtain a duplicate license at any license branch in this state. Please note: An applicant for a duplicate license must provide proof of identity in the same manner as a first time applicant.

CHAPTER H

FRAUDULENT LICENSE APPLICATIONS, MISUSE OF LICENSE AND ILLEGAL MANUFACTURE OF LICENSES (IC 9-24-16-12; 9-24-18-2,7): It is a criminal offense to:

1. Make or assist another in making a false or fraudulent license or non-driver identification card application;
2. Use the driver license or non-driver identification card of another as one's own or allow another person to use your driver license or identification card; or
3. Counterfeit or falsely reproduce a driver license or identification card, with the intent, to use such license or identification card, or allow another person to use such license or identification card.

In addition to the existing criminal penalties, the driving privileges of a person who makes or assists another in making a false or fraudulent license application will be suspended by the BMV for a period of up to one (1) year.

CHAPTER I

SPECIAL LICENSE TYPES AND SERVICES FOR DRIVERS:

1. Renewal of a valid Indiana operator's license held by an individual temporarily residing outside of Indiana (IC 9-24-12-6): The BMV may renew a valid Indiana operator license held by an individual temporarily residing outside of Indiana, if:
 - a. the applicant shows good cause why the license cannot be renewed within Indiana,
 - b. submits a complete application, and
 - c. pays the required fee.

The Indiana operator license of an individual who is temporarily residing outside of Indiana remains valid for thirty (30) days beyond the expiration date of that license if the individual has applied for a renewal of the license and has not been denied a renewal of the license.

When an Indiana operator license of an individual who is temporarily residing outside Indiana because of service in the armed forces of the United States has expired, the license remains valid for ninety (90) days following the person's discharge from service in the armed forces. To obtain a renewed license, the individual must apply for a renewal of the operator license during the ninety (90) day period following the individual's discharge, and show proof of the individual's discharge from service in the armed forces when applying for the renewal.

The renewal license will not have a photograph. Persons needing to renew by mail, who qualify, may request an application from the address listed below:

Bureau of Motor Vehicles
Photo Exempt Request

c/o 531 Virginia Avenue
Indianapolis, IN 46204
Phone (317) 234-0550

2. **Photo-Exempt Licenses for Indiana Residents:** An individual with a religious objection to taking a photographic image may make a special application to the BMV for a photo-exempt driver license or non-driver identification card. An application may be obtained at a local license branch or by writing to the above listed address.

The applicant must complete the application and attach a letter of certification of religious belief from his or her minister, bishop, elder or other leader of the religious sect of which you are a member, explaining why you qualify for a photo-exempt license or identification card and mail both to the address listed above. The BMV will then mail an approval letter, which the applicant must take to a license branch to obtain a license.

3. **Anatomical Gift/Organ Donation Information:** On the application of all driver licenses and non-driver identification cards, there is a space provided in which the holder can indicate his or her intention to make an anatomical gift and to indicate the extent of that gift. An individual's wish to be an organ donor is designated by a red heart on the front of the license or ID card. However, such an indication does not automatically qualify the person as an organ donor. The next of kin or legal guardian must grant permission before organs can be donated. Applicants should make their families aware of their desire to be an organ donor. For further information please contact the Indiana Organ Procurement Organization at 1-888-ASK-IOPO (1-888-275-4676).

4. **International Driving Permits:** Indiana licensed drivers may obtain a permit to operate a motor vehicle in a foreign country through their local American Automobile Association (AAA) office. An individual coming from another country to Indiana must obtain an international driver permit from his or her departing country. If that person does not intend to become a resident of Indiana, they may drive on the out-of-country license for a period of one year. NOTE: The international driver permit will not be honored unless the driver's out-of-country license accompanies the international driver permit.

5. **Services for Individuals With Disabilities and Interpreters:**

- a. **Accommodating Individuals with Disabilities:** BMV driver examiners are trained to make an individualized determination to issue a driver license with one or more restrictions to an individual with a disability that adversely affects the normal operation of a standard-equipped vehicle. A restricted license may specify particular equipment that is required for the person to operate a vehicle or other restrictions tailored to accommodate the individual's specific needs. The driver examiners are the only individuals authorized at the license branch to make determinations as to restrictions and to issue a restricted license in these cases. Any individual who may need a restricted license or is interested in special driving programs offered by the BMV should contact their local license branch.
- b. **Translators/Interpreters:** Translators/Interpreters are allowed to assist with the applicant's written knowledge test, provided the translator/interpreter is not a family member or friend. The translator/interpreter must be approved by the BMV Driver Service Division.